

**MINUTES OF THE
SOUTHWEST LEADERSHIP ACADEMY
GOVERNING BOARD MEETING
JULY 10, 2018**

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice was provided to the public, that the Governing Board for Southwest Leadership Academy would hold a meeting open to the public on July 10, 2018 at 10:30 AM (MST) at Southwest Leadership Academy located at 4301 West Fillmore Street, Phoenix, AZ 85043

1. **Call to order and roll call.** Board president, Mike Gantt called the role. Present were Mark Hendershot, Terry Hines, Brian Heath and Michael Gantt providing a quorum. Absent were Ruben Olivas and Jenny Diaz.
2. **Introduction of Visitors:** CJ Bower, ROP CFO (telephonically) Principal of SLA, Dr. Greg Fowler and Superintendent and Regional Education Director, Dr. Philip Geiger were also present.
3. **Resignation of Board Member** – The Board had received a letter of resignation from Ms. Diaz whose busy professional schedule has made it difficult to participate as a Board member. However, after a conversation Ms. Diaz had with Mr. Heath, she has agreed to remain on the Board for a few more months to properly transition from the Board. The Board president tabled the resignation.
4. **Approval of Meeting Minutes** from the June 26, 2018 board meeting.

A motion was made by Mr. Hendershot, seconded by Mr. Heath to approve the minutes of the June 26, 2018 Board meeting attached. The motion passed unanimously.

5. **Board Officers:** At the June meeting, according to the By-laws, the Board was to elect a president, vice president, secretary and treasurer or it can combine multiple positions. Because of other pressing business, the Board agreed to postpone this issue until the July Board meeting.

Board member discussed the specific positions that they wanted to fill and decided that they would elect a president, vice president and secretary/treasurer. Each position is a one-year term effective July 1, 2018 until June 30, 2019 or until the Board conducts its next election.

A motion as made by Mr. Heath, seconded by Ms. Hines to elect the following slate of officers Michael Gantt, President; Ruben Olivas, Vice President and Mark Hendershot, secretary/treasurer. The motion passed unanimously.

- 6. Discussion of New Attendance Policy** – Principal Fowler advised the Board that the school would be instituting a new attendance policy this year to encourage students to have improved attendance so that student performance will also improve.

This year if a student is dis-enrolled due to unexcused absences of 10 consecutive school days as required by the State of Arizona DOE, the student will only be readmitted to the school after a hearing with the parents, the student, administration and staff of SLA to determine the student's willingness and to commit to regular attendance in order to succeed academically. The committee may chose the re-enroll the student for good and sufficient reasons or deny the request to re-enroll based on the lack of evidence that the student is seriously interested in getting an education. If denied, parents or the student if of the age of majority wants to appeal they must file a request with the Superintendent within 10 days of denial who will then conduct another hearing. The Superintendent can either readmit the student or deny the request and if denied, the parents or the student if of the age of majority can appeal to the School Board. The School Board's decision is final.

The Board was pleased with this plan and recommended additional options for consideration including the implementation of the "Check and Connect" program, the use VISTA or AmeriCorps personnel to serve as mentors and advocates for students to ensure greater attendance and the use of behavior mentors to perform home visits and re-connections with students who are frequently absent. Dr. Fowler also noted that the school has instituted an attendance incentive program for students as well as for teachers,

- 7. Appointment of Auditor for FY18 Annual Audit** – The Board is required to select and approve the fee for the annual audit. Having searched the archived minutes and not finding a Board resolution, it is advisable for the Board to approve a resolution again to be sure that the Board at a public meeting approved this engagement.

Ms. Bower commented that auditing services were competitively bid three years ago and that the contract for auditing services will be re-bid this year.

Mr. Hendershot made a motion, seconded by Ms. Hines to continue the services of Fester & Chapman as the auditor for the FY18 school year to conduct the annual audit and prepare the compliance questionnaire for a fee of \$11,900 and \$1,300 to complete the income tax return for a total of \$13,200. Motion passed unanimously.

8. **Officers and Directors Errors and Omissions and Cybersecurity Insurance** - At our previous meeting the CFO presented the Board with a proposed D&O insurance policy with a \$1,000,000 limit to which the Board requested additional quotes from the same firm at \$2,000,000 and \$5,000,000.

Ms. Bower has provided the Board with two proposals one for \$1M in coverage and one for \$2M. She said that most Board with a budget our size choose \$1M but the decision as to the amount of coverage is up to the Board. Following discussion the Board came to a consensus that a \$1M policy would be satisfactory.

Ms. Hines made a motion, second by Mr. Hendershot to authorize CJ Bower to execute an agreement on behalf of the Board with Philadelphia Indemnity Insurance Company \$1M at the cost of \$3,084 annually. The motion passed unanimously.

9. **Approval of Teacher Salary Guide** – CJ Bower, CFO for ROP, presented ROP's recommended salary guide for the SLA staff and stated that one she receives more information from the state regarding any additional funding for the 20% x2 020 program, that the Board may want to adopt a different guide to better meet the requirements of the new legislation. It was noted that ROP had been working on providing a generous increase for staff even before the state legislature got involved in this issue and that the current guide provides a 6% salary increase for staff that would be adjusted retroactively to July 1, 2018 if the Board adjusts the guide later.

Mr. Heath made a motion, seconded by Mr. Hendershot to ratify and accept the teacher salary guide for Southwest Leadership Academy as presented. Motion passed unanimously

10. **FY19 Budget Adoption** – The Board conducted a public hearing on the FY19 budget on June 26, 2018 and Ms. Bower, ROP CFO, submitted a revised budget on Monday, July 9, 2018. Mr. Hendershot commented on the fact he was pleased to see that as much as possible was being spent on instruction in order to improve student performance. Dr. Geiger also noted that the Board still had \$1M in reserve as of this date. Ms. Bower stated that the budget included the new salary rates based on the new salary guide just approved and where there were vacancies the salary of prior personnel were left as placeholders. She also said that the sports budget had been reduced since last year there was an inordinate amount of spending due to uniform replacements and the installation of

the weight room and that several new instructional programs were incorporated into the budget. Ms. Bower said that the budget could be adjusted later as needed.

Mr. Heath made a motion, seconded by Mr. Hendershot to adopt the proposed FY19 budget as submitted. The motion passed unanimously.

11. **FY 19 Board Meetings:** The Board discussed the possibility of restructuring the Board calendar to meet quarterly for a longer period instead of every other month for a briefer time. The Board discussed changing its meeting calendar. Now the Board meetings are at 10:30 AM on July 10, 2018, September 25, 2018, November 27, 2018, January 22, 2019, March 26, 2019, May 28, 2019 (retreat), June 19, 2019 (annual meeting). If the Board were to meet quarterly, the calendar would be October 9, 2018, January 8, 2019, April 9, 2019 (Board retreat) and June 18, 2019.

Mr. Gantt suggested that if the Board chose to adopt a quarterly calendar of meetings that the administration should provide monthly report of activities, actions, and information to keep the board fully informed. He also agreed to develop a reporting template to consider. Mr. Gantt also requested that all important compliance dates that may require board action be included on our annual “action calendar”. Dr. Geiger said that the administration would be certain to include all of those events and highlight them in color for the Board to distinguish them from the hundreds of other activities. Mr. Hendershot suggested that the Board also begin using committees of the Board to address specific issues especially strategic planning. Dr. Geiger suggested that the Board president define those committees he believes that the board needs, their mission, desired outcome and members who can meet independently or with the administration between Board meetings.

Mr. Heath made a motion, seconded by Mr. Hendershot to approve a new quarterly board-meeting calendar effective immediately with the following planned meeting dates for FY19: October 9, 2018, January 8, 2019, April 9, 2019 and June 18, 2019 as well as any special board meetings called by the president. The motion passed unanimously.

12. **Identify future agenda items:** Mr. Heath asked that at the October meeting the Board recognize Ms. Diaz for her long and outstanding service to SLA. The Board was in full agreement.

13. **Public Comment** – No members of the public were present

14. **Adjournment:** President Gantt adjourned the meeting at 12:06 PM (MST).

Next regular meeting: October 9, 2018 @ 10:30 AM (MST) @ Southwest Leadership Academy (telephonic attendance is acceptable).